# SERC Reorganization

JANUARY 2020

# State Emergency Response Commissions

The Governor of each state has designated a State Emergency Response Commission (SERC) that is responsible for implementing the Emergency Planning and Community Right-to-Know Act (EPCRA) provisions within its state. The SERC's duties include:

- Establishing procedures for receiving and processing public requests for information collected under EPCRA

- Reviewing local emergency response plans

- Designating local emergency planning districts

- Appointing a Local Emergency Planning Committees (LEPC) for each district

- Supervise and coordinate the activities of the LEPC

*Source: EPA.gov/epcra/state-emergency-response-commissions*

# Review of SERC Duties

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From EPA.gov/epcra/state-emergency-response-commissions

# SERC By-laws (January 2019)

**Article I**
Purpose and Authorization

The duties and purposes of the Massachusetts State Emergency Response Commission (SERC) are those set forth pursuant to the "Emergency Planning and Community Right-to-Know-Act," Title III of the Superfund Amendments and Reauthorization Act (SARA) of 1986. These duties and purposes include, but are not limited to:

1. Coordinating SARA Title III training, education, technical assistance, and outreach activities;

2. Through an Emergency Planning Committee certification application process, the SERC conducts a formal review whereby EPCs can demonstrate how they meet the EPCRA requirements;

3. Establishing procedures and a system for receiving and processing emergency release reporting, other required information and inventories from covered facilities, and requests from governmental officials or the public for information, including the designation of an official to serve as coordinator for information; and

4. Increasing state and local emergency response capabilities.

# Four Working Groups

1. Administrative *(MEMA Leads: Katy Bellemare/Ann McCarthy)*

2. Planning *(MEMA Leads: Sara Zalieckas and Andrew Trice)*

3. Grants *(MEMA Leads: Lorri Gifford and Carrie Clifton)*

4. Tier II *(MEMA Lead: Mayra Quintana)*

# Administrative Working Group

SERC Membership
- Maintain membership rosters
- Recruit new members
- Determine and/or make recommendations for voting and non-voting members

Federal and State legislation and policy compliance
- Ensure the SERC is operating in accordance with the Emergency Planning Community Right to Know Act (EPCRA)
- Ensure compliance with appropriate state laws, policies, and executive orders and make recommendations, as needed
- Lead new legislative and policy initiatives, as appropriate

Administration and management of the SERC
- Provide administrative support to the SERC such as public notices of meetings, agendas, and meeting minutes
- Ensure subgroups are supported and meeting their objectives

# Planning Working Group

Planning Standards

- ◦ Develop and maintain a list of certified LEPCs/ REPCs, and update this list on a quarterly basis for purposes of the SERC Committee
- ◦ Coordinate with Local and Regional Emergency Planning Councils (LEPC and REPC) to ensure they are meeting EPRCA and SERC requirements
- ◦ Provide planning support and guidance
- ◦ Review, and update as needed, LEPC/REPC certification applications

Plan Review and Adoption

- ◦ Coordinate with LEPC, REPC, and MEMA Regional Offices on the approval and adoption of plans

# Grants Working Group

Grant Guidance and Engagement

- ◦ Provide clear, consistent, and actionable grant guidance to eligible applicants
- ◦ Promote grant funding opportunities to ensure LEPC, REPC, and state applicants are leveraging available funding opportunities
- ◦ Solicit feedback on grant programs and lead initiatives for rethinking and re-scoping

Grant Application Review

- ◦ Develop and maintain a standard tool for evaluating grant applications
- ◦ Evaluate and make recommendations on grant applications

Future Funding

- ◦ Explore opportunities for new funding
- ◦ Compile best practices for current and future funding opportunities

# Tier II Working Group

Tier II Reporting

- ◦ Responsible for the state's administration of Tier II reporting to include all communications with facilities, state agencies, and municipalities

- ◦ Coordinate and manage the Tier II reporting system (IDSI)

- ◦ Compile data and metrics to inform Tier II submission compliance

- ◦ Coordinate with MEMA's GIS unit to ensure Tier II facilities are integrated into mapping applications and common operating picture (COP)

- ◦ Serve as the point of contact for Tier II information sharing

# Actions and Next Steps

1. Build out membership of Working Groups

2. Working Group meeting schedule
    1. Meet in person prior to SERC meeting
    2. 1 additional conference call between SERC meetings

3. Until new guidance is presented to the SERC, and approved by the SERC, current policies and procedures remain in place